

Communications Technician Course Student Information (April/May 2013)

If you are interested in attending or have questions, please contact Suesan Nordman (phone: 602-315-6983, email: suesan.nordman@azdoa.gov) no later than 5 PM Friday April 12, 2013. There are a limited number of seats available, so we encourage you to respond as soon as possible.

BACKGROUND

The Arizona Public Safety Interoperable Communications (PSIC) Office is coordinating two upcoming All-Hazards Communications Technician (COMT) training courses in the State. The courses will be offered in Coconino County utilizing a Technical Assistance award from the Department of Homeland Security (DHS) Office of Emergency Communications (OEC) and Yuma County utilizing FY2012 State Homeland Security Grant Program (SHSGP) funds.

The COMT course provides Federal DHS approved National Incident Management System (NIMS) compliant instruction to ensure that every state/territory has trained personnel capable of providing communications technical assistance to on-scene emergency response professionals during a multi-jurisdictional response.

TIME REQUIREMENTS

The COMT course spans five (5) days for a total of 40 hours. The course is presented with facilitated lecture and student exercises. There is adequate time built in to facilitate interactive discussions and exercises. Instructors will work through the discussions and exercises to explain processes used to reach communication interoperability and be able to incorporate any additional communication solutions the students may develop during the course. **The first day of instruction will begin at 0800 hours local time.**

DATES & LOCATIONS

The upcoming All-Hazards COMT courses are scheduled as follows:

Coconino County – Monday, April 22 through Friday, April 26, 2013

SAR Meeting Room
911 E. Sawmill Road
Flagstaff, AZ 86001

Yuma County – Monday, April 29 through Friday, May 3, 2013

Yuma County Public Works Building / EOC
4343 So. Avenue 5-1/2 E
Yuma, AZ 85364

COST

The courses are being offered to participants at no charge. However, all travel arrangements and expenses are the responsibility of the student (or his/her agency). Students from outside Coconino and Yuma counties are encouraged to contact their County Training Officer to determine if county training funds are available to cover travel costs.

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STUDENT PRE-REQUISITES

Listed below are the All-Hazards COMT pre-requisites candidates must possess to receive a certificate for course completion.

- A public safety communications background with exposure to field operations.
- Fundamental public safety communications technology awareness.
- Basic knowledge of local communications and communications system, frequencies and spectrum, technologies, local topography, system site locations including knowledge of local, regional, and state communication plans, and communications and resource contacts.
- Completion of the following training courses:
 - IS-700: Explains the purpose, principles, key components, and benefits of the NIMS.
 - IS-800b: Introduces participants to concepts and principles of the National Response Framework.
 - ICS-100: Introduces ICS, provides the foundation for higher level ICS training, describes ICS history, features, principles, and organizational structure, and the relationship between the ICS & NIMS.
 - ICS-200: Provides training on, and resources for, personnel who are likely to assume a supervisory position within ICS.

Note: ICS-300 is recommended for students, but not required.

OBJECTIVES

At the conclusion of the course, the student will be able to:

- Identify the functions of the Communications Unit and the duties and responsibilities of the COMT.
- Arrive at an all hazards incident properly equipped, gather information to assess the assignment, and begin initial planning activities of a COMT.
- Plan, implement, and demobilize the communications systems supporting the communications unit in a safe and effective manner to meet the needs of the incident.
- Identify basic components and theories behind the successful establishment and operation of the technical communications resources supporting an incident.
- Understand incident scene safety issues and mitigation strategies.
- Maintain accountability of assigned communications equipment.
- While individual area/regions will have a variety of technical differences, the COMT will provide the functions of the COMT in a consistent manner across variable locations and venues.
- Understand the Position Task Book and the process for completing it.

MATERIALS

The PSIC office will provide Study Materials (Student Workbook and Course Pre-Work Study Guide) electronically prior to the course. A separate Student Guide and CD will be distributed the first day of the course.

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PRE-COURSE WORK

Each student will receive Study Materials in electronic format via email and are responsible for reviewing the information in the Study Materials prior to the course. The student's home agency should consider providing the student time to prepare to attend the course.

Additionally, each student should be familiar with his or her Tactical Interoperable Communications Plan (TICP) if applicable, and regional local communications plans and assets.

STUDENT RESPONSIBILITIES

Students will need to bring the following items:

- Pencils/Pens
- Notepaper
- Student Workbook
- **Optional:** Portable radio from the student's home agency
- **Optional:** List of communications equipment and frequencies from the student's home area
- **Optional:** Field-programmable portable radio, programming cable, and clamshell with batteries or battery charger/spare batteries
- **Optional:** Laptop computer with System Administrator rights enabled

STRUCTURE

The following units are included in the course:

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| Unit 1 | Introduction |
| Unit 2 | The Communications Technician |
| Unit 3 | Interoperable Communications |
| Unit 4 | Radio Technology Awareness |
| Unit 5 | Incident Communications Systems |
| Unit 6 | Gateway Technology Awareness |
| Unit 7 | Telephone Technology Awareness |
| Unit 8 | Computer Technology Awareness |
| Unit 9 | Satellite Technology Awareness |
| Unit 10 | Safety Awareness |
| Unit 11 | Mobilization |
| Unit 12 | Resource Awareness and Coordination |
| Unit 13 | Demobilization |
| Unit 14 | Resources and Review |

QUESTIONS

Please direct any questions to Suesan Nordman, PSIC Office Project Manager, at (602) 315-6983 or Suesan.Nordman@azdoa.gov.